

ROUTING AND RECORD SHEET**SUBJECT:** (Optional)

OC-AMD Staff Notes

FROM:

C/OC-AMD

EXTENSION**NO.****DATE****TO:** (Officer designation, room number, and building)**DATE****RECEIVED****FORWARDED****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/CO

2.

DD/CO

15 JUN 1984

15 JUN 1984

3.

OC-MLS

18 JUN 1984

18 JUN 1984

4.

OC-EXA

18 JUN 1984

18 JUN 1984

5.

OC/OL/IMC

(Archives)

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

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OC 9969.84

15 JUN 1984

MEMORANDUM FOR: Director of Communications

25X1 FROM:

[REDACTED]
Chief, Administrative Management Division, OC

25X1 SUBJECT:

OC-AMD Staff Notes - 4-8 June 1984 [REDACTED]

25X1 1. The first in a series of eight lectures in the pilot running
 25X1 of the OC Mini-Masters Program was conducted on 4 June [REDACTED]
 25X1 [REDACTED] C/OC-AMD and AMD staff officers spoke on the concept of
 "banding". There were 73 registered officers in attendance and 7
 25X1 walk-ins. These lectures are being videotaped for dissemination
 abroad. [REDACTED]

25X1 2. Mr. Richard G. Hetherington, Federal Marketing Managers for
 25X1 Interactive Training Systems, Inc., gave a two-hour show-and-tell
 presentation on computer-based training [REDACTED] on 4 June.
 The D/CO, DD/CO, and a number of AMD officers attended. [REDACTED]

25X1 3. [REDACTED] attended a Career Development and Management
 Seminar in Toronto, Canada, sponsored by Richard Bolles, author of
 25X1 such books as "What Color is my Parachute?", and "Three Boxes of
 Life", from 6-11 June 1984. [REDACTED]

25X1 4. In answer to requests from OC-ED and [REDACTED] two new
 students were assigned to each facility for periods of 60 to 90
 days, dependent on the start of their classes. This program of
 placing new students in an OJT environment has been well received by
 25X1 both the student and the component to which they have been
 assigned. [REDACTED]

25X1 5. Seven EOD students completed the KG-84 Maintenance Course
 25X1 and will begin two weeks OJT [REDACTED] Following that, they
 25X1 will be assigned to overseas installation te [REDACTED]

25X1 WARNING NOTICE - INTELLIGENCE
 SOURCES OR METHODS INVOLVED

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25X1 SUBJECT: OC-AMD Staff Notes - 4-8 June 1984

25X1

25X1 10. Current considerations by the DDA indicate that a substantial amount of movable shelving will be added in the Archives and Records Center The dollar amount might approach one-half million.

25X1

25X1 13. During the week, Panel N experienced one gain and no losses. The number of assignable Panel N technicians remains at six employees over authorized ceiling resulting in a production strength of 102%. During the same period, Panel D experienced 6 gains and no losses. The Panel is currently 39 employees over authorized ceiling. These figures include the 124 EOD students that are not in a production status or available for assignment.

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25X1 SUBJECT: OC-AMD Staff Notes - 4-8 June 1984 [REDACTED]

25X1 14. The 2-82 Overseas Orientation Program was held 04-08 June
25X1 [REDACTED] Chief, APB, an Assignments Officer and two Processing
25X1 Officers made presentations and informally talked with
25X1 participants. The group consisted of 42 OC employees and 20
25X1 spouses. [REDACTED]

25X1 15. [REDACTED] C/OC-AMD/PAG, and [REDACTED]
25X1 [REDACTED] OC-AMD/PAG/APB AFCA Processing Officer, departed 13 June
25X1 for an 18-day TDY [REDACTED] The
25X1 purpose of the TDY is to provide guidance on current OC policy to
25X1 the field and hold administrative consultations on matters of mutual
25X1 interest. [REDACTED]

25X1 16. [REDACTED] joined the Assignments and
25X1 Processing Branch this week as the Career Management Officer for
25X1 Panel N. [REDACTED]

25X1 17. The initial meeting of the OC Banding Task Force was held
25X1 on 7 June 1984. In addition to Task Force members, [REDACTED]
25X1 [REDACTED] of OP/PMCD attended the meeting to
25X1 discuss the implementation of the banding pay system for Panel D
25X1 employees [REDACTED]

25X1 [REDACTED]

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